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DEPARTMENT OF PLANNING AND LAND USE

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AGENDA

HISTORIC SITE BOARD

February 25, 2008
Tentative

NOTE: Final agenda will be posted on the HSB web site the Friday prior to each meeting date. Action items will not be changed; however other items, including discussion items, may change or be added. HSB web site:

<http://www.co.san-diego.ca.us/dplu/Resource/4~historic/4~historic.html>

ADMINISTRATIVE ITEMS

ITEM 1 – ADMINISTRATIVE

A. Board Administrative Matters and General Information

- Excused Absences

B. Conflict of Interest Declaration

C. Approval of December 17, 2007 Board Minutes

D. Reports:

- Resignation of our District 2 HSB representative, Eldonna Lay
- CLG Grant for Historical Survey of Julian – Discussion item below.
- Felicita County Park Prehistoric Village Site: Listed on the National Register - G. Wright
- Update on modifications to the Fleming-Lilian Rice home in Rancho Santa Fe – G. Wright
- Edgemoor/Las Colinas Draft Environmental Impact Report update – D. Shalom

E. Announcements

- San Diego County Archaeological Society meeting Tuesday February 26, 2008, 7:30pm
Presenter: Russell O. Collett: Complexity in the Upper San Luis Rey River: Testing True and Waugh's Model of San Luis Rey Settlement Patterns.

- San Diego Archaeological Center: Saturday March 8, 2008; “An Introduction to Forensic Science”, located at 16666 San Pasqual Valley Road, Escondido. Visiting scholar will be Tami Ballard, SDPD DNA Criminalist.
- Native American Heritage Commission (NAHC) Public Hearing, Viejas Reservation, March 12, 2008; 4:30pm.
- History Conference: Friday March 7 and 8, 2008, Veterans Museum and Memorial Center at Balboa Park. Flier is available.

F. Formation of Consent Calendar: Potential consent Items – none recommended

ITEM 2 – PUBLIC COMMENTS/PRESENTATIONS

- A. Public Comment – Non-agenda items**
- B. County Department of Parks and Recreation Update:** No report this month
- C. Presentation –** Brian Baca, Chief, Department of Planning and Land Use: “The basics of California open meeting law, the Ralph M. Brown Act.”

ACTION ITEMS

ITEM 3 — CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT

Description: Every year, each CLG is required to prepare and submit a summary of all activity conducted during the calendar year October 1 to September 30. Staff has prepared this report and sent copies to all board members. The report will be discussed at the meeting, and action taken to approve or amend. The approved report will be sent to Sacramento, to the Office of Historic Preservation (CLG).

Staff Recommendation: Recommends approval

DISCUSSION ITEMS

ITEM 4 – CERTIFIED LOCAL GOVERNMENT (CLG) GRANT APPROVAL BY HSB

Description: The County’s Department of Planning and Land Use (DPLU) has received a CLG grant to conduct a historic survey of the Julian area. DPLU went to the Board of Supervisors 1/30/2008 with a Board Letter requesting approval of the project; the grant was approved on consent. The Request for Proposal (RFP) has been completed and approved by OHP. Staff would like to discuss the next steps to be taken in this process.

ITEM 5 - HISTORIC SITE BOARD GOALS 2007-2008

Description: Early each year, the Historic Site Board reviews goals set for the previous year and evaluates progress. The 2007-2008 Goals were approved by the Board on June 18, 2007. Because setting and implementing goals is an on-going process that helps to guide the Historic Site Board throughout the year, the intent of this discussion is to review progress in achieving these goals.

ITEM 6– REVIEW OF MILLS ACT PROPERTIES – NEW PROCEDURE

Description: The HSB would like to consider establishing a new process to review the maintenance and upkeep of existing Mills Act historic properties.

ITEM 7– FUTURE AGENDA ITEMS

- Next meeting will take place on Monday, March 17, 2008 (third Monday)
- Next HSB Project Review Committee meeting will take place on _____

ITEM 9– ADJOURNMENT

Attachment

SAN DIEGO COUNTY HISTORIC SITE BOARD GOALS FOR 2007-2008

JUNE 2007

Procedures and Operations

- (1) Formalize into Department of Planning and Land Use Format staff procedures for reviewing incoming Historic Site Board projects, including the following: (HSB staff)
 - a. Review submitted documents for compliance with the HSB Landmarking procedures (procedures to be revised by staff to include requirement for submission of a site plan clearly showing all areas of a property to be included in the historic nomination).
 - b. Send documentation to HSB members in preparation for site visit
 - c. Coordinate site visit between HSB members and property owner.
 - d. Preparation of staff report
 - e. Put project on agenda as an action item; notify owner/representative
 - f. Post recommendation of approval actions to include application amendment, director's decision document; Mills act contract
 - g. Recordation of Mills act contract at the County Recorder; copy of recorded document to the assessor's office for evaluation.
- (2) HSB staff to work with DPLU GIS department to develop a GIS layer consisting of all County landmarked properties that will be flagged during the initial project review. All projects within 300 feet of a landmarked property are to be reviewed by the HSB staff and, as appropriate, the HSB. (HSB staff)
- (3) Develop policy for visits to archaeological sites. (Board)
- (4) Develop procedures for Board review of nominations to the National Register of Historic Places (NRHP). (Board)

Research

- (5) Expand the list of historic properties in the unincorporated area, and identify those that are potentially eligible for the Mills Act. (HSB staff, in progress)
- (6) Work with DPLU to identify approaches to prevent demolition of potentially-historic structures under ministerial permits, and demolition by neglect. (HSB staff and Board)

Outreach

- (7) Develop outreach materials for distribution to interested individuals and organizations:
 - Brochure with general information, site listing advantages, and procedures. (Board)
- (8) Contact potentially interested groups and offer to schedule presentations. (HSB staff and Board)

- (9) Enhance the HSB portion of the County's Website: (HSB staff, ongoing)
 - Finish all areas "under construction".
 - Maintain the Website as additional resources are landmarked.
- (10) Prepare annual presentation to the County Board of Supervisors (BOS), highlighting the landmarked historic properties in the County and the successful application of the Mills Act. (HSB staff and Board)

Grants

- (11) Apply for additional CLG grants:
 - Review and update Julian Historic District information and submit eligible properties for California Register. (HSB staff)
 - ***To be reviewed and updated based on results of 2007 CLG Grant application.***
 - **Apply for grant (2008) to survey the Mt. Helix area**

Other

- (12) Ongoing periodic presentations and training at monthly HSB meetings. (HSB staff and Board)
- (13) Develop approach to obtain additional budget support for HSB staff. (HSB staff and Board)
- (14) Determine the threshold at which DPLU should bring a discretionary project to the HSB for review and recommendation. (HSB staff and Board)
- (15) Participate in development and implementation of General Plan 2020 Cultural Resources Goals and Policies. (HSB staff and Board)

Approved June 18, 2007